

OFFICE OF HUMAN RESOURCES



presented by

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Arkansas Department of Education

September 3, 2021

ADE Policy of the Month



Social Media Policy # 9.900

<p>This policy provides guidance for an employee’s use of social media, which should be broadly understood for purposes of this policy to include blogs, wikis, microblogs, message boards, chat rooms, electronic newsletters, online forums, social networking sites, and other sites and services that permit users to share information with others in a contemporaneous manner.</p>	<p>ADE employees are prohibited from posting to social media sites using ADE information systems or an ADE email address unless prior approval is received through the appropriate ADE Communications personnel.</p>
<p>If an employee is expressing his or her beliefs and/or opinions, the employee may not, expressly or implicitly, represent themselves as an employee or representative of ADE. ADE’s trademarks, logos, and any other ADE</p>	<p>ADE employees shall not attribute personal statements, opinions, or beliefs to ADE when using social media.</p>
<p>When engaged in any form of social media, ADE employees must not reveal any confidential information related to their position or the agency in general.</p>	

ADE Training



Upcoming HR Training Workplace Code of Conduct (Required - All ADE Employees)

Course	Date	Time	Audience	Method
Anti Fraud, Code of Ethics, Workplace Code of Conduct	9/21/21	1:00 - 2:30 pm	All ADE Employees, Annually	Zoom
Anti Fraud, Code of Ethics, Workplace Code of Conduct	9/23/21	1:00 - 2:30 pm		
Anti Fraud, Code of Ethics, Workplace Code of Conduct	10/25/21	10:00 - 11:30 am		
Anti Fraud, Code of Ethics, Workplace Code of Conduct	10/26/21	1:00 - 2:30 pm		
Anti Fraud, Code of Ethics, Workplace Code of Conduct	11/18/21	1:00 - 2:30 pm		
Active Shooter/Attacker	Every 2 nd Wednesday of the month	9:00 – 11:30 am	New Employees	Face-to-Face

ADE HR Website: <https://bit.ly/ADE-HR>



DIVISION OF ELEMENTARY & SECONDARY EDUCATION



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- Human Resources
- Employment Opportunities
- ADE Training & Professional Learning Opportunities

Offices

Employee Induction provides new employee orientation, verification of experience, employee identification, and employee performance evaluations. The Office of Human Resources provides the public with **employment opportunities**, vacancy announcements, and employment testing. It also maintains the employee handbook, freedom of information requests, workman's compensation claims. The Time and Leave Unit maintains various types of employee leave and payroll information.

For more information, please contact:

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Related Links

- > Empowering Arkansas State Employees (EASE) Login
- > Off-Boarding Module
- > Human Resources Email Address

[Arkansas Department of Education – Human Resources Office](#)
[Employment Opportunities](#)
[ADE Training & Professional Learning Opportunities](#)

More to come: [Benefits, How To, and Merchant Discount Page](#)

- HR Website: Under Construction.....**
- Happening Now!
 - Upcoming Training!
 - Merchant Discounts!
 - Holiday and Payroll Calendars
 - New Employee Induction Information
 - Link to HR Ticket System
 - Employee Handbook
 - Link on ADE site

Diversity, Equity and Inclusion Taskforce



Dr. Eric Flowers, ADE Chief Opportunity Officer

Diversity, Equity and Inclusion Taskforce



Committee Members	24
Advisory Team Members	5
Consultant	1

4 Goals of the Taskforce

Policy	Recruitment	Retention	Training / Education
*Dr. Tina Moore	*Karen Bergh	*Venus Torrence	*Terrance Youngblood
*Dr. Cortez Henderson	*Michael D. Watson II, PhD	*David Nance	*Chante'le' Williams
James Graham	Kazandra Wilson	Kerin Hunt	Sonja Wright-McMurray
Chelsey Moore	J.R. Courtright	James Bell	Jessica Kirk
Michael Strickland	Regina Blevens	Renee Austin-Banks	Thomas Coy
DuShun Scarbrough	Jamaal Gaines	Rodney McCullum	Quinton Morgan

Diversity, Equity and Inclusion Taskforce



Advisory Team	Title
Dr. Eric Flowers	ADE Chief Opportunity Officer
Lori Freno	ADE General Counsel
Teletha Leonard	Human Resources Director
Anthony Owen	State Director of Computer Science Education
Dr. Kiffany Pride	Assistant Commissioner of Learning Services
Dr. Angela Webster	Associate Vice President and Chief Diversity Officer University of Central Arkansas

Diversity, Equity and Inclusion Taskforce: Updates

Cabinet (On Site)	Taskforce and Advisory Team (On Site)	Division Employees (Online)
September 2021	October 2021	January 2022
Demographic Data *Goal Group Lead Meeting	Demographic Data; Ways We Move through the World; Critical Conversations that Advance Equity and Inclusion	Ways We Move through the World
Ways We Move through the World	Attract, Affirm, and Advance Equity in the Workplace; Strategies to Realize Goals *Goal Group Lead Meeting	February 2022
October 2021	November 2021	Attract, Affirm, and Advance Equity in the Workplace
Different American Stories	*Goal Group Meetings	March 2022
Equity in the American Enterprise of Education: Where Do We Go from Here?	*Agency Wide Forums Planning	Critical Conversations that Advance Equity and Inclusion
November 2021		
Attract, Affirm, and Advance Equity in the Workplace		
Critical Conversations that Advance Equity and Inclusion		